

Roles and Responsibilities Outbrief

CDM/ISEA Workshop

10 July 2003

Charleston

CDM- Anne Adamski

ISEA- Stephen Hogan

Roles and Responsibilities

Action Item#- 001026-25

Action Source ISMSR 4.2.B.2.4 Date Due

07/09/03

- Description: Verify the accuracy of the CDM/ISEA roles & responsibilities matrix. Identify the governing directives for each role and area of responsibility.

Status-

Patty Saldana volunteered to review matrices and post final to CDM/ ISEA website for review.

Completion date TBD (WORKING)

Roles and Responsibilities

Action Item#- 010410-04

Action Source Date NSA ILS IPT

Due 09/30/03

- Description: Finding inconsistencies in COP development. Develop/promulgate standard COP procedures to be incorporated into policy update.

Status-

Policies currently exist. Recommend an article be submitted to the proposed SEA04 newsletter to define responsibilities called out in 9090-310 series, 9090-700 series, and FMP manual to all COP providers.
(WORKING)

Roles and Responsibilities

Action Item#- 020405-65

Action Source Date CDM/ISEA WORK GRP Due

09/30/03

- Develop and submit an overview of workgroup mission and current initiatives for incorporation into the proposed newsletter (WORKING)

Roles and Responsibilities

Action Item#- 020405-66

Action Source Date CDM/ISEA WORK GRP Due

09/30/03

- Develop an article related to work file naming conventions for incorporation into the proposed newsletter (WORKING)

Roles and Responsibilities

Action Item#- NEW

Action Source CDM/ISEA GRP Date Due

07/30/04

- Description: ISEAs are concerned that CDMs change information transmitted in work files without ISEA concurrence.
- Status –
 - a) Technical recommendation to IT group for feed back for changes to ISEA transmitted records.
 - b) Draft policy statement that CDMs must report changes made to ISEA records.
 - c) Replication Enhancement and Triple RIN may correct deficiency. (WORKING)

Roles and Responsibilities

Action Item#- NEW

Action Source CDM/ISEA GRP Date Due

07/08/04

- Recommendation:

Mission Criticality Code (MCC) field, currently a CDM responsibility, recommends the process be changed as follows:
ISEA/Technical Authority will be required to populate MCC level, CDM may concur or override.